

Copy 5 of 5

4 January 1956

MEMORANDUM FOR: Project Director

THROUGH : Director of Administration

SUBJECT : Reimbursement to [] in the Amount of \$43.54

REFERENCE : 1) Informal List of Expenditures (Undated) in the Amount of \$49.81
2) Memorandum to Subject Employee dated 9 November 1955

1. Transmitted herewith is subject claim in the amount of \$43.54, which is slightly less than the informal request handed you by the subject official during one of your visits to Watertown.

2. Reference 2 sets forth the requirements necessary to justify the claim of subject official. The voucher which is attached, in the amount of \$43.54, contains sufficient information to justify approval and certification. Accordingly, it is recommended that you approve the voucher in the space provided and return it to the undersigned for prompt disposition.

[]
Authorized Certifying Officer
Project Comptroller

Attachments: 3

[]
Subject's request for reimbursement
Voucher and pertinent information

Distribution:

0&1 - Addressee w/atts
3 - Proj Pers file
4 - [] at Watertown
✓5 - Chrono

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